



City of Rowlett

Meeting Minutes

City Council

4000 Main Street
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www.rowlett.com

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Tuesday, August 2, 2011

5:30 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Present: Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Kilgore, Councilmember Davis, Councilmember Pankratz and Councilmember Gallops

Absent: Councilmember Miller

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 p.m.

CONVENE INTO EXECUTIVE SESSION (5:30 P.M.)

There were no Executive Session items.

2. EXECUTIVE SESSION

RECONVENE INTO OPEN SESSION

Convened into the Work Session at 5:30 p.m.

3. WORK SESSION ITEMS (5:30 P.M.)

3A. Discuss possible uses for excess surplus from FY 2011. (10 minutes)

This item followed Item 3B.

Staff stated this year there is an opportunity over and above the City's surpluses in the sense that there is over \$600,000 in savings due to employee vacancies. Stated this year, the City averages a total of 27 vacant positions. Stated citizens do not realize the positions are vacant because employees are picking up the slack and are making sure the services and duties are being provided.

Requested the following one-time lump sums based on the employees' annual salary:

- Employed full-time for 12 months – a one-time 3% lump sum of their base annual salary
- Employed full-time for 9 to 11 months – a one-time 2.25% lump sum of their base annual salary
- Employed full-time for 6 to 8 months – a one-time 1.5% lump sum of their base annual salary
- Employed full-time for 3 to 5 months – a one-time 0.75% lump sum of their base annual salary

Staff stated the goal is to reach consensus that would allow the City to issue an extra distribution out of the payroll which would represent approximately \$525,000 payment from the vacancy savings. Staff emphasized this is a one-time payment.

Members of Council stated every City employee has done without for years and have done more for less. Consensus was reached to move forward with placing a resolution on the August 16, 2011 agenda to proceed with the distribution of the one-time lump sum monies.

3B. Presentation of the Budget for Fiscal Year 2012. (105 minutes)

This item was presented first during the Work Session.

Staff stated the budget process was approach strategically with a five-year financial model. Stated with the economic uncertainty, the first 24 months are the most useful in the model. Stated while there is economic uncertainty, Rowlett continues to have a bright future with the President George Bush Turnpike and the Dallas Area Rapid Transit Light Rail.

Given last year's financial model, it was known that a bridge would have to gap the projected budgetary shortfall for FY 2012 primarily due to a continued decline in projected tax values. Therefore, staff began making strategic decisions such as departmental reorganization, operational budget reductions and a reduction in force. Staff recognized the need to further leverage the remaining resources and examine the functions provided by each position in the City to determine the highest and best use of that resource given existing and projected work demands. Staff conducted a line item review based on three years of history and an independent analysis was conducted for operational efficiency, program execution, resource allocation and overall delivery of essential City services. With these exercises, staff identified over \$667,000 in reductions. Stated the FY 2012 budget will represent the fifth consecutive

year where employees have been making sacrifices to do more with less. Stated the FY 2013 budget represents the last year in which the City can absorb personnel reductions without reducing City services.

Spoke concerning the City's generated revenue. Stated property valuation taxes represent two-thirds of the City's total generated revenue. Stated there have been three consecutive years of reduced property tax evaluations which equates to \$1.5M in revenues that the City's coffers will not receive.

Spoke concerning how tax dollars are distributed by taxing entities. Spoke concerning the national unemployment rate. Spoke regarding the necessary tools needed for employees to provide the needed services for the City.

Spoke regarding sustainability issues including salaries and benefits; Adequate Reserves; Antiquated Technology; Obsolete Equipment; Cash CIP; Facilities; Utility Maintenance; Public Amenities; and the President George Bush Turnpike, the Dallas Area Rapid Transit Light Rail and the Municipal Management Districts.

Spoke regarding the Five-Year Financial Model. Stated financial decisions must be made with sustainability in mind. Stated identifying these impacts today provides opportunities for strategic planning rather than encountering "unintended consequences" of today's decisions in the future. Stated staff recommends a strategy to hold the reserves at the current time and use them in FY2013, if necessary, to provide an important "bridge" to FY2014. Therefore, if we can use surplus operating funds to bridge this critical juncture, the City will have an opportunity to place its future squarely in the hands of the citizens without prematurely reducing services or making other short-term decisions.

Item 3A followed Item 3B.

4. DISCUSS CONSENT AGENDA ITEMS

Item 7B was removed from the Consent Agenda to be considered individually.

RECEPTION FOR THE ELECTED MAYOR (7:00 - 7:30)

CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)

Convened into the Council Chambers at 7:30 p.m.

INVOCATION

The invocation was led by Dr. Steven Leatherwood, First Baptist Church of Rowlett.

POSTING OF COLORS

The Posting of the Colors was presented by the Rowlett Fire Rescue Honor Guard and the Police Department Honor Guard.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Pro Tem Phillips, the Rowlett Fire Rescue Honor Guard and the Police Department Honor Guard.

TEXAS PLEDGE OF ALLEGIANCE

The Texas Pledge of Allegiance was led by Deputy Mayor Pro Tem Kilgore.

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Ceremonial administration of Oath of Office and personal remarks from newly elected Mayor, Todd W. Gottel.

Mayor Gottel was administered his Oath of Office by Associate Judge Pam Liston. Mayor Gottel thanked the citizens for their support and stated he would do his best to continue serving the community.

- 5B.** Presentation of the Katy Railroad Park Design Plan.

Staff made a presentation regarding the history of the Katy Railroad Park Design Plan.

Henry Park, an Associate with Schrickel, Rollins and Associates, spoke concerning the Design Plan for Phase I and the overall plan. Stated the goal for the park is to be family-oriented. Stated the most requested item from the citizen survey included a walking trail around the park. Stated stationary equipment would be placed throughout the park and pedestrian connections will be included to the area neighborhood. Stated additional parking will be addressed along the south side of the park. Spoke regarding the necessity and purpose of the detention pond.

Staff stated with the City's agreement with Dallas Area Rapid Transit (DART) to allow DART to use Katy Railroad Park as a staging area for the new rail line, one detention pond was eliminated and the remaining detention pond will be filled to the depth of six feet and the sides of the pond will be graded at an angle to allow mowing of the grass.

Mr. Park spoke concerning possible reductions to the park's design due to the firm budget.

Members of Council spoke regarding using the tree mitigation fund to plant trees in the park; and the additional parking on the south side of the park.

5C. Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interests.

Members of Council and Management gave a brief update to the Council on the various activities in the City including the 2nd Annual Volunteer Fair that was held on July 28th; the Library Summer Reading Program was successful with 15,765 hours spent reading; the Community Emergency Response Team (CERT) classes will be held on Saturday, August 6th and 13th; the City Council Joint Meeting with the Planning and Zoning Commission will be held at the Rowlett Community Centre on Tuesday, August 9th; the Library will be hosting a Pirate and Princess Show at the Rowlett Community Centre on Saturday, August 13th beginning at 2 p.m.; the Animal Shelter Adopt-a-Thon will be held at the Animal Shelter on Saturday, August 13th beginning at 10 a.m. and a Microchip Clinic will begin at 2 p.m.; a Low Cost Vaccination Clinic will be held at the Animal Shelter on both August 13th and 27th beginning at 12:30 p.m.; a Back-to School Ice Cream Event sponsored by the Rowlett Library will be held on the front lawn of the Library on Tuesday, August 16th beginning at 10 a.m.; and the City of Garland Transfer Station's re-opening has been delayed to August 15th due to structural repair issues; and overnight construction along the President George Bush Turnpike will continue due to the extreme heat; and a Town Hall Meeting will be held on Thursday, August 25th at the Rowlett Community Centre beginning at 7:00 p.m.

6. CITIZENS' INPUT

No one spoke during the Citizens' Input.

7. CONSENT AGENDA

Item 7B was removed from the Consent Agenda to be considered individually.

City Secretary read the items into the record.

7A. Consider approving minutes from the July 19, 2011 City Council Regular Meeting, July 22 through July 24, 2011 City Council Special Work Session and the July 25, 2011 City Council Special Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider action to authorize the final acceptance of the 2010 Contract for Concrete Repair/Maintenance of Streets Part B and the release of retainage in the amount of fifty-eight thousand three hundred sixty-one dollars and eighty-nine cents (\$58,361.89) plus accrued interest on the retainage to Laughley Bridge and Construction, Incorporated; and authorizing the Mayor to execute the necessary documents.

This item was removed from the Consent Agenda to be considered individually.

Mayor Gottel read the item into the record.

A member of Council asked for explanation to the citizens as to why the contractor would be paid the stated funds if they did not complete the contract.

Staff explained that the contractor did a good job for the work that they completed but the contractor did not mobilize adequate staff to complete the project in the timeline needed. Stated the contractor has been removed from the job and the remaining work has been distributed to other contractors.

A member of Council further stated that the contract was piece work with small projects and those projects that were completed were completed satisfactorily.

A motion was made by Deputy Mayor Pro Tem Kilgore, seconded by Mayor Pro Tem Phillips, to approve the item as read. This item was adopted as RES-089-11. The motion carried by the following vote:

Ayes: 6 - Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Kilgore, Councilmember Davis, Councilmember Pankratz and Councilmember Gallops

Absent: 1 - Councilmember Miller

- 7C.** Consider action to approve Change Order #1 in the amount of seventy-seven thousand dollars (\$77,000) to Platinum Paving for additional concrete repair/replacement for sidewalks, curbs, gutters, and utility cuts and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-090-11 on the Consent Agenda.

- 7D.** Consider action to authorize the fourth and final successive one-year option with Pattillo, Brown, & Hill, L.L.P. for independent auditing services in an amount not to exceed seventy thousand dollars (\$70,000) for the City of Rowlett; authorizing the City Manager to execute said engagement letter.

This item was approved as RES-091-11 on the Consent Agenda.

- 7E.** Consider action to approve a resolution entering into a Supplementary Acquisition Agreement for Parcel 6 – Merritt Road Improvements with Inga and Robbin Hughes in the amount of two hundred thousand four hundred and sixty-five dollars (\$200,465) for purchase of right-of-way and temporary and permanent drainage easements.

This item was approved as RES-092-11 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Davis, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried by the following vote:

Ayes: 6 - Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Kilgore, Councilmember Davis, Councilmember Pankratz and Councilmember Gallops

Absent: 1 - Councilmember Miller

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A.** Conduct a public hearing and consider a resolution supporting participation in the Community Development Block Grant programs, adopting the 2011-2015 Community Development Block Grant Program Consolidated Plan and the 2011 Community Development Block Grant Annual Plan; and authorize the City Manager to execute and submit all documentation and certifications to the United States Department of Housing and Urban Development.

Mayor Gottel read the item into the record.

Staff gave a presentation regarding the Community Development Block Grant (CDBG) Program. Spoke regarding the proposed objectives for the five-year plan.

A member of Council asked staff to explain how the grant has been used in the past.

Staff stated the City has taken available bond funds and matched them with the CDBG funds to improve infrastructures on Delia Street, Commerce Street and Christine Street. Stated this particular money is earmarked to reconstruct Larry Street. Stated the funding for the CDBG Program is shrinking and matching bond funds will not be available in the future.

A member of Council stated he had an issue with the way the monies are being spent. Stated no matter what the economic situation is for a particular area of the City, no one should have to depend on Federal money to have their streets paved and sidewalks repaired. Stated the streets and sidewalks should be repaired in accordance to the condition of the infrastructure. Stated this is a basic obligation to every citizen within the City. Stated the spirit and intent of the grant money is to do something more directly beneficial to the lower income segment of town.

The public hearing opened and closed at 8:25 p.m. with no one speaking.

A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Pankratz, to approve the item as read. This item was adopted as RES-093-11. The motion carried by the following vote:

Ayes: 6 – Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Kilgore, Councilmember Davis, Councilmember Pankratz and Councilmember Gallops

Absent: 1 – Councilmember Miller

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS

No Executive Session items were discussed during the meeting.

9. ADJOURNMENT

Mayor Gottel adjourned the meeting at 8:26 p.m.



Todd W. Gottel, Mayor



Susie Quinn, City Secretary

Date Approved: August 16, 2011